

**Operations**

**ANG ALERT RESOURCE MANAGEMENT**

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This instruction prescribes procedures for the administration and management of resources required for ANG units tasked with peacetime alert missions. It applies to all units performing alert missions, whether permanent or notionally tasked. This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. Authority to collect and maintain records required in this instruction is 5 U.S.C. 57, 10 U.S.C. 8013, and Executive Order 9397. System of records notice F010 AF A applies. Consult AFI 37-132, *Air Force Privacy Act Program*, for further guidance on Privacy Act statements.

**SUMMARY OF CHANGES:**

This instruction incorporates the requirements, guidance, and procedures (previously in NGR (AF) 55-1 and portions of NGR (AF) 50-1) and aligns this instruction with AFGPD 10-2, *Readiness*. Changes are extensive and require a thorough review of this instruction. This revision deletes references to MAC, SAC, and TAC and replaces them with AMC, STRATCOM, and ACC, as appropriate. References to ANGSC are changed to ANGRC. Office symbols are updated to reflect current functional areas at the time of this instruction.

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**1. Applicability.** This instruction outlines specific guidance and procedures for Air National Guard (ANG) units which perform designated alert missions, permanently or notionally tasked; at home station, designated detached alert sites, or at temporary duty locations.

**2. Responsibilities.** ANG/XO is the responsible agency for this instruction.

2.1. Authority has been designated by the Secretary of the Air Force (SECAF) to the Chief, National Guard Bureau (CNGB) and the States' adjutants general to enter into States' agreements in support of designated alert missions. Alert duty is a specific form of special training under the provisions of 10 U.S.C. 12301(d) and individuals are voluntarily ordered to active duty for a specific period of time for the sole purpose of performing alert duties.

2.2. ANG/MPTR will provide special training workday resources to support designated alert missions. Man-days will be validated by ANG/XOEX.

2.3. Commanders of units with an alert mission will ensure compliance with the provisions of this instruction. Unit commanders will direct the publication of an unclassified unit supplement to this instruction which will define local procedures in alert duty scheduling, stand-by duty scheduling, stand-by personnel recall, administrative processing of alert orders, supervisory control of alert forces, and any other process specific to the unit alert mission.

**3. Definitions:**

3.1. Alert crew is the assigned aircrew and ground crew required to launch the alert aircraft. Ground crew personnel who actually fly on the alert aircraft are considered aircrew for the purposes of this instruction. A standard KC-135 crew is three officers/two enlisted.

3.2. Alert duty is the time where an individual is actually performing alert duties. Alert duties include alert briefings/de-briefings, travel to/from detached alert sites (Dets), or any administrative or supervisory requirements for the assumption or completion of alert duties. The use of an alert workday to complete mission-ready training requirements, in preparation to assume alert duties, is not authorized.

3.3. Alert workday is a special training (ST) workday allocated by ANG/MPTR for performance of alert duties. An alert workday is 1 calendar day of active duty pay and allowances. If active duty supplies workdays, they will be referred to as MPA man-days.

3.4. Detached Alert. A designated alert site which is geographically separated from the unit main operating base and requires government-funded transportation to deliver relief alert crews.

3.5. Flex Alert. Deployment to a designated flex alert site.

3.6. Hard Alert. An alert mission which requires an immediate response and the aircrew must reside at the alert duty location to meet mission timing.

3.7. Immediate Response. The alert aircraft must be airborne within 1 hour from unit notification. Actual timing is based on specific mission requirements.

3.8. Soft Alert. An alert mission which does not require an immediate response or the alert crew is not required to remain at the alert duty location (pager/telephone alert). Also known as modified alert.

3.9. Stand-by Alert Workday. An alert workday earned during alert duty where the individual is not required to be on duty but must be available for recall at any duty location within 12 hours.

3.10. Alpha standby force (AMC) - An aircraft and crew capable of launching in 1 hour.

3.11. Bravo standby force (AMC) - An aircraft and aircrew capable of launching in 3 hours.

**4. Waiver authority.** Waiver authority for the requirements of this instruction is ANG/XO. All waiver requests will be submitted to ANG/XO, who will coordinate with appropriate functional areas.

#### **5. Scheduling:**

5.1. Only mission-ready (MR) aircrew members will be scheduled for alert duties. State headquarters and higher headquarters MR aircrew personnel will not routinely be scheduled to perform alert duties.

5.2. Unit commanders may use any method of scheduling, based on availability of unit personnel, to ensure coverage of the alert mission.

5.3. Minimum duration of an alert workday is 8 hours. Maximum duration of alert duty will be determined by the unit commander and will be dependent on alert crew availability and mission requirements.

5.4. A separate and independent scheduling record will be maintained by the unit documenting by-name the individuals performing alert duty and their status during the duty period, i.e., workday, active guard reserve (AGR), active duty, military technician, etc.

#### **6. Temporary Alert/Alert Relief:**

6.1. Personnel assigned to alert duty may require short-term temporary relief, normally less than 4 hours. Qualified active duty, AGR, drill-status guardsmen, or military technician personnel may be used as temporary substitutes. No additional compensation or change in status is intended for substitute personnel in these circumstances, unless the alert mission is launched. Written confirmation of VOCO alert duty orders will then be completed as soon as possible.

6.2. Personnel requiring relief from alert duty for periods longer than 4 hours will be replaced by an individual on 10 U.S.C. 12301(d) alert orders.

6.3. During inspections and exercises, units may be temporarily released from their alert commitment. Alert resources displaced by this relief may be used for participation in the inspection/exercise. Units temporarily released from their alert commitment due to conversion, inspections, or exercises will return alert workdays and associated per diem and travel to ANG/XO.

#### **7. AGR and Active Duty Personnel:**

7.1. Qualified AGR and active duty personnel, including the assigned Air Force advisors, may perform alert duty.

7.2. AGR personnel performing duty under 32 U.S.C. 502(f) will have their orders amended to 10 U.S.C. 12301(d) when performing alert duty.

#### **8. Military Technicians:**

8.1. Military technicians will not be scheduled for alert in technician status. Military technicians may perform substitute/temporary alert duty in technician status per paragraph 6.1.

8.2. If an unusual/emergency replacement of an alert crew member requires a military technician to perform alert duty, refer to ANGI 36-2001, *Management of Training and Operational Support Within the Air National Guard*, for guidance and procedures.

8.3. Inactive Duty. Personnel cannot be scheduled for alert in an inactive duty (UTA/AFTP/PT) status. Personnel in inactive duty status may be used for substitute/temporary alert per paragraph 6.1.

#### **9. Command and Control:**

9.1. All alert aircrew members will be on 10 U.S.C.12301(d) orders during alert duty periods except as noted in paragraphs 6.1, 8.1, and 8.3.

9.2. Operational control of ANG personnel and resources directly participating in designated alert missions is vested in the command and control system of the agency controlling the alert mission, i.e., TACC, NORAD, STRATCOM, etc.

9.3. For air defense forces, in the event of an airborne divert to an operational mission, written confirmation of VOCO alert duty orders will be completed as soon as possible, with the time and date of the divert order and the execution authority for the divert.

9.4. Contingency Operations. If a designated command and control agency (TACC, NORAD, etc.) requires a unit to perform non-programmed alert, the gaining MAJCOM will ensure adequate resources are furnished to the unit to perform alert at the requested levels.

#### **10. Workday Allocation:**

10.1. Alert workday resources are provided to support alert duty only as outlined in paragraph 3.3. Use of these resources for other purposes is prohibited.

10.2. Alert workdays will be allocated to units based on a 24-hour alert duty day.

10.2.1. Units performing hard alert at home station will be allocated 3.25 alert workdays per alert crew member per alert duty day.

10.2.2. Units performing hard alert at detached alert sites will be allocated 3.50 alert workdays per alert crew member per alert duty day.

10.2.3. Units performing soft alert at home station will be allocated 2.25 alert workdays per alert crew member per alert duty day.

10.2.4. Units performing soft alert at detached alert sites will be allocated 2.50 alert workdays per alert crew member per alert duty day.

10.2.5. Alert workdays to support scheduled flex alert requirements will be managed by 1AF/FM.

10.2.6. Additional Workday Requests and Re-phasing. Requests for additional alert workdays will be forwarded to ANG/XOXXE by the base workday control officer (BWCO) with justification and operational impact if not approved.

#### **11. Pay and Entitlements:**

11.1. Individual Compensation. An individual performing a 24-hour period of hard alert, with at least 8 hours on each calendar day, will be compensated 1 alert workday for each calendar day and will accrue 1 standby alert workday. For extended alert periods, beyond 24 hours, which start at 0001L, an individual will be compensated 1 alert workday for each calendar day and will accrue 2 standby alert workdays.

11.1.1. An individual performing a 24-hour period of soft alert, with at least 8 hours on each calendar day, will be compensated 1 alert workday for each calendar day. For extended alert periods, beyond 24 hours, which start at 0001L, an individual will be compensated 1 alert workday for each calendar day. Standby alert workdays may be accrued on soft alert.

11.2. Travel pay entitlements will be per the Joint Federal Travel Regulations and AFR 177-103, *Travel Transactions at Base Level*.

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